Texas Education Agency
Standard Application System (SAS)

2014-2016 Technology Lending Program Grant

Program authority:	General Appropriations Act, Article III, Rider 8, 83rd Texas Legislature; TEC, Chapter 31, Section 31.021(f) and Chapter 32	**FOR TEA USE ONLY** Write NOGA ID here.
Grant period:	October 1, 2014, to August 31, 2016	
Application deadline:	5:00 p.m. Central Time, May 13, 2014	*Place date stamp here.*
Submittal information:	**Four** complete copies of the application, three with original signature (blue ink preferred), must be received no later than the aforementioned time and date at this address: Document Control Center, Division of Grants Administration Texas Education Agency 1701 North Congress Ave Austin TX 78701-1494	
Contact information:	Kathy Ferguson: techlending@tea.state.tx.us; (512) 463-9400	

Schedule #1—General Information

Part 1: Applicant Information

Organization name	County-District #	Campus name/#	Amendment #
Waskom ISD	102903	103,041,002	

Vendor ID #	ESC Region #	US Congressional District #	DUNS #
1756002721	7	1	100077080

Mailing address	City	State	ZIP Code
365 School Ave., P.O. Box 748	Waskom	TX	75692 -

Primary Contact

First name	M.I.	Last name	Title
Margie	S	Bell	Federal Programs Director

Telephone #	Email address	FAX #
903-687-3361	mbell@waskomisd.net	903-687-3253

Secondary Contact

First name	M.I.	Last name	Title
Kathy		Johnson	Business Manager

Telephone #	Email address	FAX #
903-687-1001	kjohnson@waskomisd.net	903-687-3253

Part 2: Certification and Incorporation

I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I further certify that any ensuing program and activity will be conducted in accordance with all applicable federal and state laws and regulations, application guidelines and instructions, the general provisions and assurances, debarment and suspension certification, lobbying certification requirements, special provisions and assurances, and the schedules attached as applicable. **It is understood by the applicant that this application constitutes an offer and, if accepted by the Agency or renegotiated to acceptance, will form a binding agreement.**

Authorized Official:

First name	M.I.	Last name	Title
Jimmy	E.	Cox	Superintendent

Telephone #	Email address	FAX #
903-687-1000	jcox@waskomisd.net	903-687-3253

Signature (blue ink preferred)   Date signed

Jimmy E. Cox   5-8-14

Only the legally responsible party may sign this application.

701-14-107-090

Schedule #1—General Information (cont.)

County-district number or vendor ID: 102903	Amendment # (for amendments only):

Part 3: Schedules Required for New or Amended Applications

An X in the "New" column indicates a required schedule that must be submitted as part of any new application. The applicant must mark the "New" checkbox for each additional schedule submitted to complete the application.

For amended applications, the applicant must mark the "Amended" checkbox for each schedule being submitted as part of the amendment.

Schedule #	Schedule Name	Application Type	
		New	Amended
1	General Information	☒	☒
2	Required Attachments and Provisions and Assurances	☒	N/A
4	Request for Amendment	N/A	☒
5	Program Executive Summary	☒	☐
6	Program Budget Summary	☒	☐
8	Professional and Contracted Services (6200)	X	☐
9	Supplies and Materials (6300)	X	☐
10	Other Operating Costs (6400)	☐	☐
11	Capital Outlay (6600/15XX)	☐	☐
12	Demographics and Participants to Be Served with Grant Funds	☒	☐
13	Needs Assessment	☒	☐
14	Management Plan	☒	☐
15	Project Evaluation	☒	☐
16	Responses to Statutory Requirements	☒	☐
17	Responses to TEA Requirements	☒	☐

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Schedule #2—Required Attachments and Provisions and Assurances

County-district number or vendor ID: 102903	Amendment # (for amendments only):

Part 1: Required Attachments

The following table lists the fiscal-related and program-related documents that are required to be submitted with the application (attached to the back of each copy, as an appendix).

#	Applicant Type	Name of Required Fiscal-Related Attachment
No fiscal-related attachments are required for this grant.		

#	Name of Required Program-Related Attachment	Description of Required Program-Related Attachment
No program-related attachments are required for this grant.		

Part 2: Acceptance and Compliance

By marking an X in each of the boxes below, the authorized official who signs Schedule #1—General Information certifies his or her acceptance of and compliance with all of the following guidelines, provisions, and assurances. **Note that provisions and assurances specific to this program are listed separately, in Part 3 of this schedule, and require a separate certification.**

X	Acceptance and Compliance
X	I certify my acceptance of and compliance with the General and Fiscal Guidelines.
X	I certify my acceptance of and compliance with the program guidelines for this grant.
X	I certify my acceptance of and compliance with all General Provisions and Assurances requirements.
X	I certify that I am not debarred or suspended. I also certify my acceptance of and compliance with all Debarment and Suspension Certification requirements.

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Schedule #2—Required Attachments and Provisions and Assurances

County-district number or vendor ID: 102903	Amendment # (for amendments only):

Part 3: Program-Specific Provisions and Assurances

X   I certify my acceptance of and compliance with all program-specific provisions and assurances listed below.

#	Provision/Assurance
1.	The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this grant will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
2.	The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
3.	The applicant assures that funds provided under the Instructional Materials Allotment (IMA) or other funding are insufficient to purchase enough lending technology for every student who needs dedicated access to a device.
4.	The applicant assures that it will provide access to lending technology and residential access to the Internet for students, including economically disadvantaged students and students with disabilities, who do not already have either the needed equipment or Internet service for learning at home.
5.	The applicant understands that equipment purchased with Technology Lending Program Grant funds is the property of the district or charter school.
6.	The applicant assures that infrastructure and technical support are adequate to support students' use of loaned equipment provided through the grant at its participating campus(es).
7.	The applicant assures that it will provide adequate staff to administer the program and ensure successful implementation.
8.	The applicant assures that it will account for the technology lending equipment in accordance with district policy for accounting for such equipment, including providing insurance when insurance is typically provided for such equipment. The applicant understands that the grant funds cannot be used to replace lost, stolen, or damaged equipment.
9.	The applicant assures that it will obtain a Technology Lending Agreement signed by the parents/guardian of each participating student and by the student participating in the program, including an assurance of student's mastery of the grade-appropriate Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills.
10.	The applicant assures that it has an approved 2013-2014 district technology plan on file with TEA. The applicant understands that if an approved 2013-2014 district technology plan is not on file with TEA at the time the applications is submitted to TEA on the application due date, the application is not eligible to be funded.
11.	The applicants assures that it is at Developing or higher Level of Progress in Teaching and Learning and in Educator Preparation in their Texas Campus School Technology and Readiness (STaR Chart) report for the 2012-2013 school year.
11.	The applicant assures that technology lending and use of electronic instructional materials are incorporated into school district or open-enrollment charter school's technology plan.
12.	The applicant assures that appropriate professional development has already been provided for teachers in the use of digital content or that appropriate professional development will be provided within the first three months of the grant period (i.e., October 1, 2014-December 31, 2014) to be prepared for the grant implementation.
13.	The applicant assures that a minimum of 50% of the funds awarded will be spent within the first four months of the grant period (i.e., October 1, 2014-Feburary 1, 2015), and that 100% of the funds will be expended no later than the end of the 1st year of the grant period (i.e. August 31, 2015) to ensure full program implementation through August 31, 2016.
14.	The applicant agrees to collect and report the data for the performance measures stated in the Program Guidelines under Program Evaluation. The applicant assures it will develop appropriate systems and processes to collect and report the required data.

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Schedule #4—Request for Amendment	
County-district number or vendor ID: 102903	Amendment # (for amendments only):

Part 1: Submitting an Amendment

This schedule is used to amend a grant application that has been approved by TEA and issued a Notice of Grant Award (NOGA). **Do not submit this schedule with the original grant application.** Refer to the instructions to this schedule for information on what schedules must be submitted with an amendment.

An amendment may be submitted by mail *or* by fax. Do not submit the same amendment by both methods. Amendments submitted via email will not be accepted.

If the amendment is mailed, submit three copies of each schedule pertinent to the amendment to the following address: Document Control Center, Division of Grants Administration, Texas Education Agency, 1701 N. Congress Ave., Austin TX 78701-1494.

If the amendment is faxed, submit one copy of each schedule pertinent to the amendment to either of the following fax numbers: (512) 463-9811 or (512) 463-7915.

The last day to submit an amendment to TEA is listed on the TEA Grant Opportunities page. An amendment is effective on the day TEA receives it in substantially approvable form. All amendments are subject to review and approval by TEA.

Part 2: When an Amendment Is Required

For all grants, regardless of dollar amount, prior written approval is required to make certain changes to the application. Refer to the "When to Amend" guidance posted in the Amendments section of the Division of Grants Administration Grant Management Resources page to determine when an amendment is required for this grant. Use that guidance to complete Part 3 and Part 4 of this schedule.

Part 3: Revised Budget

#	Schedule #	Class/ Object Code	A Grand Total from Previously Approved Budget	B Amount Deleted	C Amount Added	D New Grand Total
2.	Schedule #8: Contracted Services	6200	$	$	$	$
3.	Schedule #9: Supplies and Materials	6300	$	$	$	$
4.	Schedule #10: Other Operating Costs	6400	$	$	$	$
5.	Schedule #11: Capital Outlay	6600/ 15XX	$	$	$	$
6.	Total direct costs:		$	$	$	$
7.	Indirect cost (%):		$	$	$	$
8.	Total costs:		$	$	$	$

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Schedule #4—Request for Amendment (cont.)

County-district number or vendor ID: 102903	Amendment # (for amendments only):

Part 4: Amendment Justification

Line #	# of Schedule Being Amended	Description of Change	Reason for Change
1.			
2.			
3.			
4.			
5.			
6.			
7.			

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Schedule #5—Program Executive Summary

County-district number or vendor ID: 102903	Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

The school district plans to use the Technology Lending Program Grant (TLP) to move the district closer to achieving the goals outlined in its technology plan, specifically the following goals:

- To support the academic programs of the district by implementing cutting edge technology into all areas of the curriculum;
- To support and expand Internet and email connectivity in the district;
- To replace outdated computers throughout the district as needed;
- To increase the emphasis on teacher technology training and the integration of technology into daily teaching and student performance;
- To research new technologies that would enhance the academic learning process;
- To provide expanded telecommunication services to the district;
- To provide sustainability and funding for existing and new technologies through local, state and federal funds and through E-Rate discounts and grant funds;
- To be innovative in technology strategies to allow students, staff, parents, and community members the opportunities for growth.

Additionally, the school district is making strides to implement digital learning as envisioned by the Texas Long-Range Plan for Technology, 2006-2020 (LRPT), and the professional development and digital resources provided within the plan for the TLP grant will accelerate the implementation of digital learning. The school district has increased student access to electronic instructional materials during the school day and, to a lesser degree, extended this access beyond regular school hours for students who have access to the Internet at home. The program planned for the TLP grant will be used to help close the gap in student performance for the economically disadvantaged students by engaging them in learning activities supported by the digital resources available to them through the home Internet connectivity provided to them through this project. With the TLP grant every student in the school district will have the technologies, tools, resources, and services for personalized learning 24 hours a day, 7 days a week.

Relying on a variety of research on brain-based learning, the district believes that well-placed technology can play a significant role in motivating students and in providing engaging practice to reinforce learning. Sara Kajder (2006) used technologies that students found relevant (blogs and digital portfolios) to engage them in reading to explore new ideas and writing to express their own thoughts and ideas. Some language arts teachers in the district already use blogs and digital portfolios for student engagement, motivation, and relevance. This digital learning strategy can be extended to more students when they have Internet access through the lending project.

Ruby Payne (1996, p.116) writes in her book *A Framework for Understanding Poverty*, "Low achievement is closely correlated with lack of resources, and numerous studies have documented the correlation between low socioeconomic status and low achievement (Hodgkinson, 1995)." With increasing use of technology for learning where students can practice skills and explore new ideas, the lack of resources for students living in low socioeconomic status is a growing concern for any school district with over half of its student population in the economically disadvantaged category. The lending project will give economically disadvantaged students in the district the resources they need to practice skills at home to improve their reading, writing, and math abilities.

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Schedule #5—Program Executive Summary (cont.)

County-district number or vendor ID: 102903	Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

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Schedule #6—Program Budget Summary

County-district number or vendor ID: 102903	Amendment # (for amendments only):

Program authority: General Appropriations Act, Article III, Rider 8, 83rd Texas Legislature; Texas Education Code, Chapter 31, Section 31.021(f) and Chapter 32

Grant period: October 1, 2014, to August 31, 2016	Fund code: 410

Budget Summary

Schedule #	Title	Class/Object Code	Program Cost	Admin Cost	Total Budgeted Cost	
Schedule #8	Professional and Contracted Services (6200)	6200	$36,000	$	$36,000	
Schedule #9	Supplies and Materials (6300)	6300	$63,900	$	$63,900	
Schedule #10	Other Operating Costs (6400)	6400	$	$	$	
Schedule #11	Capital Outlay (6600/15XX)	6600/ 15XX	$	$	$	
	Total direct costs:		$99,900	$	$99,900	
	Percentage% indirect costs (see note):		N/A	$	$	
	Grand total of budgeted costs (add all entries in each column):		**$99,900**	**$**	**$99,900**	

Administrative Cost Calculation

Enter the total grant amount requested:	$99,900
Percentage limit on administrative costs established for the program (15%):	× .15
Multiply and round down to the nearest whole dollar. Enter the result. This is the maximum amount allowable for administrative costs, including indirect costs:	$14,985

NOTE: Indirect costs are calculated and reimbursed based on actual expenditures when reported in the expenditure reporting system, regardless of the amount budgeted and approved in the grant application. If indirect costs are claimed, they are part of the total grant award amount. They are not in addition to the grant award amount.

Indirect costs are not required to be budgeted in the grant application in order to be charged to the grant. Do not submit an amendment solely for the purpose of budgeting indirect costs.

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Schedule #8—Professional and Contracted Services (6200)

County-district number or vendor ID: 102903	Amendment # (for amendments only):

NOTE: Specifying an individual vendor in a grant application does not meet the applicable requirements for sole-source providers. TEA's approval of such grant applications does not constitute approval of a sole-source provider.

	Expense Item Description	Grant Amount Budgeted	
6269	Rental or lease of buildings, space in buildings, or land Specify purpose:	$	
6299	Contracted publication and printing costs (specific approval required only for nonprofits) Specify purpose:	$	
62XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be completed by ESC only when ESC is the applicant. Check all that apply: ☐ Salaries/benefits ☐ Other: ☐ Networking (LAN) ☐ Other: ☐ Computer/office equipment lease ☐ Other: ☐ Building use ☐ Other: ☐ Copier/duplication services ☐ Other: ☐ Telephone ☐ Other: ☐ Administrative ☐ Other:	$	
	a. Subtotal of professional and contracted services (6200) costs requiring specific approval:	$0	

Professional Services, Contracted Services, or Subgrants Less Than $10,000

#	Description of Service and Purpose	Check If Subgrant	Grant Amount Budgeted	
1	4gb data plan during grant period to provide Internet access at home for students	☐	$36,000	
2		☐	$	
3		☐	$	
4		☐	$	
5		☐	$	
6		☐	$	
7		☐	$	
8		☐	$	
9		☐	$	
10		☐	$	
	b. Subtotal of professional services, contracted services, or subgrants less than $10,000:		$36,000	

Professional Services, Contracted Services, or Subgrants Greater Than or Equal to $10,000

Specify topic/purpose/service:	☐ Yes, this is a subgrant
Describe topic/purpose/service:	

	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted	
1	Contractor's payroll costs	# of positions:	$	
	Contractor's subgrants, subcontracts, subcontracted services		$	
	Contractor's supplies and materials		$	
	Contractor's other operating costs		$	
	Contractor's capital outlay (allowable for subgrants only)		$	
		Total budget:	$	

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Schedule #8—Professional and Contracted Services (6200)			
County-District Number or Vendor ID: 102903		Amendment number (for amendments only):	
Professional Services, Contracted Services, or Subgrants Greater Than or Equal to $10,000 (cont.)			

	Specify topic/purpose/service:		☐ Yes, this is a subgrant	
2	Describe topic/purpose/service:			
	Contractor's Cost Breakdown of Service to Be Provided		**Grant Amount Budgeted**	
	Contractor's payroll costs	# of positions:	$	
	Contractor's subgrants, subcontracts, subcontracted services		$	
	Contractor's supplies and materials		$	
	Contractor's other operating costs		$	
	Contractor's capital outlay (allowable for subgrants only)		$	
		Total budget:	$	

	Specify topic/purpose/service:		☐ Yes, this is a subgrant	
3	Describe topic/purpose/service:			
	Contractor's Cost Breakdown of Service to Be Provided		**Grant Amount Budgeted**	
	Contractor's payroll costs	# of positions:	$	
	Contractor's subgrants, subcontracts, subcontracted services		$	
	Contractor's supplies and materials		$	
	Contractor's other operating costs		$	
	Contractor's capital outlay (allowable for subgrants only)		$	
		Total budget:	$	

	Specify topic/purpose/service:		☐ Yes, this is a subgrant	
4	Describe topic/purpose/service:			
	Contractor's Cost Breakdown of Service to Be Provided		**Grant Amount Budgeted**	
	Contractor's payroll costs	# of positions:	$	
	Contractor's subgrants, subcontracts, subcontracted services		$	
	Contractor's supplies and materials		$	
	Contractor's other operating costs		$	
	Contractor's capital outlay (allowable for subgrants only)		$	
		Total budget:	$	

	Specify topic/purpose/service:		☐ Yes, this is a subgrant	
5	Describe topic/purpose/service:			
	Contractor's Cost Breakdown of Service to Be Provided		**Grant Amount Budgeted**	
	Contractor's payroll costs	# of positions:	$	
	Contractor's subgrants, subcontracts, subcontracted services		$	
	Contractor's supplies and materials		$	
	Contractor's other operating costs		$	
	Contractor's capital outlay (allowable for subgrants only)		$	
		Total budget:	$	

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Schedule #8—Professional and Contracted Services (6200)

County-District Number or Vendor ID: 102903	Amendment number (for amendments only):

Professional Services, Contracted Services, or Subgrants Greater Than or Equal to $10,000 (cont.)

	Specify topic/purpose/service:		☐ Yes, this is a subgrant	
6	Describe topic/purpose/service:			
	Contractor's Cost Breakdown of Service to Be Provided		**Grant Amount Budgeted**	
	Contractor's payroll costs	# of positions:	$	
	Contractor's subgrants, subcontracts, subcontracted services		$	
	Contractor's supplies and materials		$	
	Contractor's other operating costs		$	
	Contractor's capital outlay (allowable for subgrants only)		$	
		Total budget:	$	
7	Specify topic/purpose/service:		☐ Yes, this is a subgrant	
	Describe topic/purpose/service:			
	Contractor's Cost Breakdown of Service to Be Provided		**Grant Amount Budgeted**	
	Contractor's payroll costs	# of positions:	$	
	Contractor's subgrants, subcontracts, subcontracted services		$	
	Contractor's supplies and materials		$	
	Contractor's other operating costs		$	
	Contractor's capital outlay (allowable for subgrants only)		$	
		Total budget:	$	
8	Specify topic/purpose/service:		☐ Yes, this is a subgrant	
	Describe topic/purpose/service:			
	Contractor's Cost Breakdown of Service to Be Provided		**Grant Amount Budgeted**	
	Contractor's payroll costs	# of positions:	$	
	Contractor's subgrants, subcontracts, subcontracted services		$	
	Contractor's supplies and materials		$	
	Contractor's other operating costs		$	
	Contractor's capital outlay (allowable for subgrants only)		$	
		Total budget:	$	

c.	Subtotal of professional services, contracted services, and subgrants greater than or equal to $10,000:	$0	
a.	**Subtotal of professional services, contracted services, and subgrant costs requiring specific approval:**	$0	
b.	**Subtotal of professional services, contracted services, or subgrants less than $10,000:**	$36,000	
c.	**Subtotal of professional services, contracted services, and subgrants greater than or equal to $10,000:**	$0	
d.	**Remaining 6200—Professional services, contracted services, or subgrants that do not require specific approval:**	$0	
	(Sum of lines a, b, c, and d) Grand total	$36,000	

For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration Grant Management Resources page.

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Schedule #9—Supplies and Materials (6300)

County-District Number or Vendor ID: 102903	Amendment number (for amendments only):

Expense Item Description

		Grant Amount Budgeted	
63XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be completed by ESC only when ESC is the applicant. Check all that apply:		
	☐ Print shop fees ☐ Technology-related supplies	$	
	☐ Postage ☐ Other:		
	☐ Copy paper ☐ Other:		

Technology Hardware—Not Capitalized

	#	Type	Purpose	Quantity	Unit Cost	Grant Amount Budgeted	
6399	1	iPad Air 16b Wi-Fi and Cellular	Lend to students for at home extended learning	100	$629		
	2	Fintie cases	To protect iPads from external damage in transit to and from school	100	$10	$63,900	
	3						
	4				$		
	5				$		
6399	Technology software—Not capitalized					$0	
6399	Supplies and materials associated with advisory council or committee					$0	
	Subtotal supplies and materials requiring specific approval:					$63,900	
	Remaining 6300—Supplies and materials that do not require specific approval:					$0	
	Grand total:					$63,900	

For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration Grant Management Resources page.

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Schedule #10—Other Operating Costs (6400)

County-District Number or Vendor ID: 102903				Amendment number (for amendments only):	

	Expense Item Description				Grant Amount Budgeted	
64XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be used by ESC when ESC is the applicant. Check all that apply:				$	
	☐ ESC-owned vehicle usage		☐ Other:			
	☐ Insurance		☐ Other:			
6411	Out-of-state travel for employees (includes registration fees)				$	
	Specify purpose:					
6412	Travel for students (includes registration fees; does not include field trips): Specific approval required only for nonprofit organizations.				$	
	Specify purpose:					
6413	Stipends for non-employees (specific approval required only for nonprofit organizations)				$	
	Specify purpose:					
6419	Travel for non-employees (includes registration fees; does not include field trips): Specific approval required only for nonprofit organizations				$	
	Specify purpose:					
6411/ 6419	Travel costs for executive directors (6411); superintendents (6411); or board members (6419): Includes registration fees				$	
	Specify purpose:					
6429	Actual losses that could have been covered by permissible insurance				$	
6490	Indemnification compensation for loss or damage				$	
6490	Advisory council/committee travel or other expenses				$	
6499	Membership dues in civic or community organizations (not allowable for university applicants)				$	
	Specify name and purpose of organization:					
6499	Publication and printing costs—if reimbursed (specific approval required only for nonprofit organizations)				$	
	Specify purpose:					
	Subtotal other operating costs requiring specific approval:				$	
	Remaining 6400—Other operating costs that do not require specific approval:				$	
	Grand total:				$0	

In-state travel for employees does not require specific approval. Field trips consistent with grant program guidelines do not require specific approval. See TEA Guidelines Related to Specific Costs for more information about field trips. For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration Grant Management Resources page.

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Schedule #11—Capital Outlay (6600/15XX)

County-District Number or Vendor ID: 102903	Amendment number (for amendments only):

15XX is only for use by charter schools sponsored by a nonprofit organization.

#	Description/Purpose	Quantity	Unit Cost	Grant Amount Budgeted	
6669/15XX—Library Books and Media (capitalized and controlled by library)					
1		N/A	N/A	$	
66XX/15XX—Technology hardware, capitalized					
2			$	$	
3			$	$	
4			$	$	
5			$	$	
6			$	$	
7			$	$	
8			$	$	
9			$	$	
10			$	$	
11			$	$	
66XX/15XX—Technology software, capitalized					
12			$	$	
13			$	$	
14			$	$	
15			$	$	
16			$	$	
17			$	$	
18			$	$	
66XX/15XX—Equipment, furniture, or vehicles					
19			$	$	
20			$	$	
21			$	$	
22			$	$	
23			$	$	
24			$	$	
25			$	$	
26			$	$	
27			$	$	
28			$	$	
66XX/15XX—Capital expenditures for improvements to land, buildings, or equipment that materially increase their value or useful life					
29				$	
			Grand total:	$0	

For a list of unallowable costs, as well as guidance related to capital outlay, see the guidance posted on the Division of Grants Administration Grant Management Resources page.

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Schedule #12—Demographics and Participants to Be Served with Grant Funds

County-district number or vendor ID: 102903	Amendment # (for amendments only):

Part 1: Student Demographics. Enter the data requested for the population to be served by this grant program. If data is not available, enter DNA. Use the comments section to add a description of any data not specifically requested that is important to understanding the population to be served by this grant program.

Total enrollment: 942

Category	Number	Percentage	Category	Percentage
African American	175	18.5%	Attendance rate	95.9%
Hispanic	224	23.7%	Annual dropout rate (Gr 9-12)	5.6%
White	498	52.8%	TAKS met 2011 standard, all tests (sum of all grades tested; standard accountability indicator)	86%
Asian	1	.001%	TAKS commended 2011 performance, all tests (sum of all grades tested)	19.5%
Economically disadvantaged	563	60%	Students taking the ACT and/or SAT	69.2%
Limited English proficient (LEP)	92	9.8%	Average SAT score (number value, not a percentage)	NA
Disciplinary placements	123	13%	Average ACT score (number value, not a percentage)	19.2

Comments

The total number of students includes a category (two of more races) not included in the chart; therefore, the total number of students is larger than the sum of the number of students in each ethnicity category listed.

Part 2: Students to Be Served with Grant Funds. Enter the number of students in each grade, by type of school, projected to be served under the grant program.

School Type	PK (3-4)	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Public	38	67	78	73	61	60	78	84	73	73	70	59	64	64	942
Open-enrollment charter school															
Public institution															
Private nonprofit															
Private for-profit															
TOTAL:	38	67	78	67	78	73	61	60	78	84	70	59	64	64	942

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Schedule #13—Needs Assessment

County-district number or vendor ID: 102903	Amendment # (for amendments only):

Part 1: Process Description. A needs assessment is a systematic process for identifying and prioritizing needs, with "need" defined as the difference between current achievement and desired or required accomplishment. Describe your needs assessment process, including a description of how needs are prioritized. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The school district engages staff in a data-driven process to conduct a comprehensive needs assessment. The needs assessment is based on academic information about all students in the school, including economically disadvantaged students; students from racial and ethnic groups; students with disabilities; limited English proficient students; migrant students, and homeless students. Each campus establishes a planning team composed of educators, parents, community members, and business representatives who create a vision for schoolwide improvement, collect and analyze data to ensure that the learning needs of every student are met, and prioritize those learning needs to provide resources in critical areas where gaps between current achievement and goals for improvement are the greatest.

The district school improvement team, sometimes referred to as the district Site-Based Decision Making (SBDM) team, reviews the campus plans and needs assessments while conducting a district comprehensive needs assessment. The district probes eight areas to determine how to direct district resources to make the largest impact on reaching desired or required improvement that will ensure that every student in the district receives a quality education. The eight areas probed are demographics; student achievement; school context and organization; technology; school culture and climate; staff quality, recruitment and retention; curriculum, instruction and assessment; and family and community involvement. After discussing the data collected, the district SBDM team reaches a consensus in prioritizing the needs.

The need for loaned technology became apparent after tallying the total number of students who stated that they did not have access to the Internet at home. Approximately, one third (38% or 355, actual number) of the total student population do not have access to the Internet at home. This statistic means that one third of the students are not able to take advantage of extra practice and reinforcement resources available to the other two-thirds of the student body. When looking at the academic performance of the economically disadvantaged students, the site based team reached a consensus that this missed opportunity for learning at home is a contributing factor to the low performance of this group of students. The existing technology lending program in the district is not sufficient to serve the large number of students in need, and the devices are not equipped with the capacity to access the Internet when it is not available at home. The district has not reached 1:1 lending and has experimented on a limited basis with a Bring Your Own Technology (BYOT) program.

The additional equipment purchased with the TLP grant project will serve students who do not currently have access to technology at home and school. Although online supplemental programs are available at school, they are not being utilized as often as needed by students due to unavailable technology equipment. The demand is greater than the availability of equipment. Teachers have to wait in line to take their class to a computer lab, and, in the classrooms where a couple of computers are available for student use, students have to take turns and cannot accumulate enough hours to make a significant difference in reading and math intervention. This disparity in availability creates a hardship for teachers and students, especially students in need of intervention to catch up and those who cannot receive the intervention at home.

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Schedule #13—Needs Assessment (cont.)

County-district number or vendor ID: 102903	Amendment # (for amendments only):

Part 2: Alignment with Grant Goals and Objectives. List your top five needs, in rank order of assigned priority. Describe how those needs would be effectively addressed by implementation of this grant program. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Identified Need	How Implemented Grant Program Would Address
1.	Develop stronger community and parent partnerships/involvement	The technology lending program would involve parents in home study and supervision of internet use.
2.	Increase learning opportunities for all students, especially for the growing population of LEP students and for the economically disadvantaged students.	The technology lending program would allow students to work independently at home to enhance and reinforce their learning. This extra learning time would provide the support often needed to compensate for language barriers and lack of academic background knowledge and vocabulary.
3.	Provide effective training that supports teachers in their efforts to improve integration of technology into classroom instruction and increase amount of time students use technology for learning and interventions. For example, flipped classrooms.	Students would gain essential knowledge through research on the internet and practice learning skills using online programs. This extra practice and learning could be accomplished at home, leaving more classroom time for group learning through discussion and application of skills.
4.	Improve math scores on state standardized tests.	Students would have more time to practice math skills by using the loaned devices at home to access the online math programs made available through the school district and the state.
5.	Increase number of students reading on grade level in grades K- 4 so they will be ready to transition from learning to read to reading to learn.	Students would have more time to practice reading skills by using the loaned devices at home to access the online reading programs made available through the school district and the state.

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Schedule #14—Management Plan

County-district number or vendor ID: 102903	Amendment # (for amendments only):

Part 1: Staff Qualifications. List the titles of the primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program, along with desired qualifications, experience, and any requested certifications. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Title	Desired Qualifications, Experience, Certifications
1.	Teachers	State certification for the subject and grade levels involved in the Technology Lending Program. Specific training in using technology to enhance learning.
2.	Technology director	Special abilities and skills necessary for supervising the infrastructure and equipment maintenance to sustain the everyday operation of the Technology Lending Program.
3.	Librarian aide	Skills and training in the automated checkout system for the technology equipment loaned to students.
4.	Director of Instruction & Curriculum	Skills in professional development. Knowledge of adult learning theory. Ability to communicate goals of TLP and digital instructional strategies. Experience in grant management and program evaluation.
5.		

Part 2: Milestones and Timeline. Summarize the major objectives of the planned project, along with defined milestones and projected timelines. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Objective		Milestone	Begin Activity	End Activity
1.	Provide professional development to all teachers in grade levels included in grant project.	1.	Middle school teachers trained in use of iPads and apps for instructional delivery to students	12/11/2013	12/11/2013
		2.	Elementary school teachers trained in use of iPads and apps for instructional delivery to students	8/11/2014	1/30/2015
		3.	All teachers trained in flipped classroom as an instructional delivery method.	8/11/2014	1/30/2015
		4.		XX/XX/XXXX	XX/XX/XXXX
		5.		XX/XX/XXXX	XX/XX/XXXX
2.	Purchase technology equipment necessary for TLP grant project.	1.	Order iPads and cases	10/01/2014	10/30/2014
		2.	Order data plans for Internet access	10/01/2014	10/30/2014
		3.		XX/XX/XXXX	XX/XX/XXXX
		4.		XX/XX/XXXX	XX/XX/XXXX
		5.		XX/XX/XXXX	XX/XX/XXXX
3.	Identify students eligible to participate in TLP grant lending project.	1.	Establish criteria for eligibility to borrow technology equipment.	08/01/2014	10/01/2014
		2.	Identify students eligible for participation in lending project.	10/01/2014	10/30/2014
		3.	Identify additional students eligible for participation in lending project when enrolled.	11/01/2014	05/31/2016
		4.		XX/XX/XXXX	XX/XX/XXXX
		5.		XX/XX/XXXX	XX/XX/XXXX
4.1	Students borrow equipment and use it at home to enhance their learning.	1.	Instruct students in responsible care and use of borrowed equipment.	11/01/2014	05/31/2016
		2.	Maintain an accurate account of the number of students participating in the lending program.	11/01/2014	05/31/2016
		3.	All (100%) of eligible students have access to and	11/01/2014	05/31/2016

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Schedule #14—Management Plan (cont.)

County-district number or vendor ID: 102903	Amendment # (for amendments only):

Part 3: Feedback and Continuous Improvement. Describe the process and procedures your organization currently has in place for monitoring the attainment of goals and objectives. Include a description of how the plan for attaining goals and objectives is adjusted when necessary and how changes are communicated to administrative staff, teachers, students, parents, and members of the community. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The district established a system for monitoring the attainment of goals and objectives to address school improvement plans. The Curriculum and Instruction (C&I) Director and classroom teachers gather data that are used to evaluate progress each grading period. If progress is not at the expected level, the teachers and C&I Director participate in a collaborative process to analyze data and adjust instructional practices, if necessary. The C&I Director shares findings and changes with the campus principal. The campus principal provides quarterly progress reports to the superintendent and school board and communicates significant changes to students, parents and members of the community.

Part 4: Sustainability and Commitment. Describe any ongoing, existing efforts that are similar or related to the planned project. How will you coordinate efforts to maximize effectiveness of grant funds? How will you ensure that all project participants remain committed to the project's success? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The district purchased digital equipment and lending tracking software for one campus with funds from a previously awarded grant; however, the ratio between number of students needing the equipment and available equipment is not 1:1 on that campus. The district's goal is to achieve 1:1 and is currently piloting, in a limited way, a Bring Your Own Technology initiative on one campus. The district would like to expand the lending program to reach all students in need on all campuses and to provide Internet access for those without access at home. The lending software and equipment already available in the district will be used along with the additional funding from the TLP grant to increase access to digital learning at home and in the classroom. The district has used some IMA funds to purchase digital equipment, but the number of items purchased has not been sufficient to reach all students in need.

The district has provided online and face-to-face professional development for teachers to improve their skills in using digital learning with students. In August, 2014, prior to the beginning of school, all teachers will receive face-to-face training in the use of equipment needed in digital instruction and flipped classroom strategies. Teachers will participate in professional development, as needed, to ensure that they have the knowledge and skills necessary to implement digital learning effectively. Campus principals and the C&I Director will monitor the use and effectiveness of digital learning in the district. The district will continue to provide professional development and purchase equipment through other funding sources.

In an effort to create momentum and interest in the project's success, the achievement of milestones and progress toward the goals of the project will be communicated to all stakeholders in a newsletter that will be posted on the district's website. The district will seek future funding opportunities and use existing funding resources to sustain the purchase of data plans after the TLP grant period ends.

Schedule #15—Project Evaluation

County-district number or vendor ID: 102903	Amendment # (for amendments only):

Part 1: Evaluation Design. List the methods and processes you will use on an ongoing basis to examine the effectiveness of project strategies, including the indicators of program accomplishment that are associated with each. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Evaluation Method/Process		Associated Indicator of Accomplishment
1.	Check six weeks and semester grades and attendance average to determine increase	1.	Percent of students with passing grades will increase by 10% from past yr.
		2.	Attendance average will increase by 1% from previous year.
		3.	6-weeks and semester evaluations will show progress toward annual goals.
2.	Check 2014-2015 dropout rate to determine effectiveness of project to decrease rate.	1.	Dropout rate for 2014-2015 will decrease by 2% from the previous year.
		2.	Dropout rate for 2015-2016 will decrease by 1% from the previous year.
		3.	
3.	Review reported student use of equipment in classrooms and at home.	1.	Lending software reports, student declarations, and teacher observations.
		2.	Reports indicating 100% of eligible students using digital learning at home.
		3.	
4.	Analyze student performance on state assessments to determine improvements.	1.	2015 state assessment student performance data indicating an increase for economically disadvantaged students of 15% from the previous year
		2.	2016 state assessment student performance data indicating an increase for economically disadvantaged students of 10%from the previous year
		3.	
5.	Check average ACT score (number value, not percentage) to determine increase.	1.	2015 average ACT scores for students in the district increases by 2 points
		2.	2016 average ACT scores for students in the district increases by 1 point
		3.	

Part 2: Data Collection and Problem Correction. Describe the processes for collecting data that are included in the evaluation design, including program-level data such as program activities and the number of participants served, and student-level academic data, including achievement results and attendance data. How are problems with project delivery to be identified and corrected throughout the project? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The district annually purchases DMAC, a data management system, to monitor student academic performance, teacher evaluation, graduation plans, and school improvement plans. Data collected in DMAC are analyzed by teachers and administrators in the district to monitor individual student academic performance and campus/district goals and objectives. Campus principals will review reports that document the number and identity of students borrowing the equipment each six-weeks grading period and compare usage to academic performance and attendance. Any problems that are found will be discussed with teachers, other administrators, and, if necessary, parents to find solutions. Appropriate Region Service Center personnel will be contacted for assistance when the problem cannot be solved by district personnel in collaboration with parents.

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Schedule #16—Responses to Statutory Requirements

County-district number or vendor ID: 102903	Amendment # (for amendments only):

Statutory Requirement 1: Applicant must describe how it will use funds to implement or enhance a technology lending program to loan students the equipment necessary to access and use electronic instructional materials. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The district will use the funds from the TLP grant to purchase additional equipment, including devices necessary for Internet access that will increase the use of electronic instructional materials by students at home. A lending process has been established on one campus, but it is not fully capable of providing for the needs of all students. Some students do not have access to the Internet at home which limits the type of instructional resources available to them. The district wants to provide equal opportunities for all students and will use the TLP grant funds to achieve that goal. The district wants to extend the lending program to all campuses and provide digital learning activities for students on all campuses. The district will use TLP grant funds to purchase protective cases for the equipment and data plans that will continue throughout the project period.

The district has numerous online instructional tools available for student access in the classroom and at home. The TLP grant funds will enhance student learning by increasing the use of electronic instructional materials in the classroom and at home.

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Schedule #16—Responses to Statutory Requirements

County-district number or vendor ID: 102903	Amendment # (for amendments only):

Statutory Requirement 2: If the applicant has already purchased, or is also purchasing, lending equipment through other funding sources such as the Instructional Materials Allotment, the applicant must describe how equipment from all funding sources will be used in a cohesive manner to support efforts to ensure students have dedicated access to a technology device. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The district has used the Instructional Materials Allotment and other funding sources, including the Connections grant, to purchase electronic instructional equipment. The district has increased the technology budget annually and used other grant funds to purchase devices for lending and materials needed to improve the infrastructure necessary to support additional online use. The district is purchasing digital access to science and math instructional materials for the 2014 adoption cycle. The TLP grant funds will be used to support the efforts already in place to ensure students have dedicated access to a technology device.

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Schedule #17—Responses to TEA Program Requirements

County-district number or vendor ID: 102903	Amendment # (for amendments only):

TEA Program Requirement 1: Applicant must describe how the lending program aligns with existing mission and goals of the public school district or open-enrollment charter school. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The primary mission of the school district is to provide educational opportunities that will allow each student to reach his or her full potential in academics and life, thus becoming a productive citizen. Acknowledging research that has shown that parental involvement is a critical variable in achieving the goal of reaching full academic achievement for all students, the district will use the TLP grant to develop a stronger partnership between school and home by involving parents in supervision of student home online instruction and Internet use. Increased opportunities and time for learning through electronic instructional materials used at home will reinforce learning and enhance academic performance.

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Schedule #17—Responses to TEA Program Requirements	
County-district number or vendor ID: 102903	Amendment # (for amendments only):

TEA Program Requirement 2: Applicant must describe how it will prioritize campuses with the highest need for a technology lending program. Applicant must also describe how it will ensure access to lending equipment and residential access to the Internet among students who have the greatest need. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The district will use academic performance and grade levels to determine the campuses with the highest need for a technology lending program. First, the district will establish a lending program on the elementary campus that is in a required improvement stage and has the highest number of LEP students. Second, the district will establish a lending program on the middle school campus which houses grades 5 – 8. Students in grades 5 and 8 must meet state standards to promote to the next grade level and often need extra support and increased instructional time that the lending program can provide. Last, the district will improve the existing lending program at the high school campus by providing devices for loan and data plans for students without Internet access at home.

The students on any campus without Internet access at home will be served first; then, the rest of the students on the campuses following the sequence of elementary, then middle, and finally high school. The district anticipates the ability to provide lending program services for all campuses with the additional funds provided through the TLP grant.

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Schedule #17—Responses to TEA Program Requirements (cont.)	
County-district number or vendor ID: 102903	Amendment # (for amendments only):

TEA Program Requirement 3: Applicant must describe how the lending program aligns with current curriculum, instruction, and classroom management policies and/or practices on its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Many aspects of the current curriculum will be enhanced through the lending program. Several teachers on each campus use the Internet to reach students and parents at home with reminders and learning support. With a lending program available for all students in the district who do not have Internet access, teachers can communicate faster and know that they are reaching all of their students. Parent and teacher communication is critical to classroom management and the fast, efficient contact supports the district's positive disciplinary initiative. The lending program gives every student the opportunity to review assignments the teacher has posted online, receive reminders about due dates, and get notices about upcoming events. The district has several supplemental online programs in its curriculum that are useful for extra practice and instruction in the foundation subjects. A large number of students (37%) in the district are unable to access these programs from home and are missing the opportunity for extra practice due to lack of Internet access. These students, primarily from economically disadvantaged households, are, for the most part, grouped with the state and federal assessment accountability group that scores the lowest on the annual criterion referenced tests mandated by the state; yet, they are the students who have the least opportunity to receive extra practice and remediation of skills through digital instruction at home. The TLP grant project will address this disparity of opportunity for additional time and practice to learn the current curriculum.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 102903	Amendment # (for amendments only):

TEA Program Requirement 4: Applicant must describe how it is using electronic instructional materials in one or more foundation curriculum subject area(s) for one or more grade level(s). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The district is using electronic instructional materials in reading, math, social studies, and science at all grade levels. Students use iStation for reading in grades PreK-8; Think Through Math for grades 3-8; Study Island for science in grades 2-5, math and reading in grades K-5, and writing in grades 4 -5; Starfall Prereading Skills in grades PreK, K, and in Special Education; Speakaboos in 2nd grade reading; and Odyssey for foundation subjects and Spanish in high school.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 102903	Amendment # (for amendments only):

TEA Program Requirement 5: Applicant must describe professional development for teachers in the use of electronic instructional material that has already occurred or will occur within the first three months of the grant period (i.e., October 1, 2014-December 31, 2014) to be prepared for the grant implementation. Note: Any professional development that is provided within the grant period must be provided with non-grant funds. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The district trained teachers in the use of iPads and AppleTV for instruction in February, 2014. In August, 2014, the district will train all teachers in the use of digital instructional materials and how to use the digital equipment when employing flipped classrooms as an instructional delivery method. All teachers in the district in 2011 were provided online training modules that targeted their specific needs and interests in integrating technology into classroom instruction. The librarians have received training in the lending software for books and computers for checkout and will be kept updated as the software changes. All teachers will receive training updates on appropriate use and safety of digital content, as well as how to effectively use media from online resources, such as Brainpop and Discovery Education, to enhance instruction. Some teachers and paraprofessionals have participated in professional development in the use of supplemental online programs to improve reading and math skills. The ESL teachers will continue to receive professional development on getting the most from Rosetta Stone as a language acquisition computer based program that is used to supplement the ESL district curriculum.

TEA Program Requirement 6: Applicant must describe how infrastructure is adequate to support students' anticipated use of devices provided through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The district has a 10 gigabit back bone that interconnects each of its campuses. The back bone is supported by 2 layer 3 Extreme Networks switches. Each campus has a combination of Extreme Networks and Amer Networks layer 2 switches, each connected to each other with gigabit fiber connections. This gives us gigabit to the desktop. The district's wireless network consists of a combination of ap110 and ap121 Aerohive access points. This wireless system allows devices to communicate using either 2.4 GHz or 5 GHz. The district has a 50mb fiber connection to the Intenet which will increase to 100mb prior to the 2014-2015 school year.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 102903	Amendment # (for amendments only):

TEA Program Requirement 7: Applicant must describe a plan for providing Internet access to the homes of students as needed. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The district proposes to purchase devices with wireless connectivity through purchased data plans. The student will checkout the device which will have a data plan subscription and all components necessary for Internet access anywhere. Students will use the device for digital learning and research, and parents will be able to view the school webpage with their child to look for upcoming events, view teacher pages for homework assignments and instruction, and find information on how to access learning resources online. These devices will be taken home in protective cases to eliminate some damage from ordinary use.

TEA Program Requirement 8: Applicant must describe how technical support is adequate to support students' anticipated use of devices provided through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The district currently employs three IT personnel, including the district technology director. The personnel in these technology positions have the responsibility of maintaining the infrastructure and equipment needed to support the growing use of technology in the district. They will be responsible for providing technical support to teachers, students, and parents involved in the TLP project, and the district will hire additional personnel, as needed, to continue to give adequate support provided by the technology department and staff.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 102903	Amendment # (for amendments only):

TEA Program Requirement 9: Applicant must describe how the grant will be administered on participating campus(es), including a description of how the check-out and check-in process will operate, who will be in charge of the check-out process, especially in cases of competing need, and the process that will be used to maintain the technology lending equipment in proper working condition. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The check-out and check-in process currently being used in the district operates like the library book check-out and check-in process. The software for technology, LRMS G3, is on the computers in the libraries, and library personnel have been trained in the use of the software and are aware of the district policy and procedures concerning check-in and check-out of library materials, which are the same procedures and policies governing technology lending. The district will divide the newly purchased devices among the campuses in proportion to need and anticipated use. Some of the technology devices are checked out to individual students, and some devices are checked out in groups to teachers for student use in classrooms. The new devices will be used by individual students. The librarians will use a system of first serving the students eligible based on economic need and absence of internet access at home. If the need is greater than the number of devices available, an eligible student may place a hold on a device and check-out the device when it is returned. If a device is damaged or not working properly, a work order will be sent to the technology department for requesting repair or replacement. The district plans to maintain the equipment in proper working order or replace it, if necessary, with other funding sources as available.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 102903	Amendment # (for amendments only):

TEA Program Requirement 10: Applicant must describe how it will account for the technology lending equipment according to local policy, including providing insurance if appropriate. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Currently, the district does not require insurance for the technology equipment loaned to students and does not plan to provide insurance for the technology equipment purchased for the TLP grant project. The technology devices will be checked out by the student in the library in the same way that library books are checked out. The library personnel will attach bar codes on the devices. The bar codes will be scanned when checked out and in to keep track of by whom and when the device was checked out and returned. The equipment and infrastructure necessary for the checkout process is already available on all campuses in the district, and the library personnel have been trained in the procedures and use of the checkout process.

TEA Program Requirement 11: Applicants must describe the development and implementation of a *Technology Lending Agreement* to be signed by parents or guardians of the students and by the student. The agreement must address responsible use and care of the equipment, responsible use of the district's digital resources, and responsible use of the Internet. The agreement may incorporate an existing *Responsible Use Policy* by reference. The Technology Lending Agreement must verify that students receiving Internet access at home have a demonstrated grade level mastery of the Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills (TEKS). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The district technology director will be responsible for developing and implementing a *Technology Lending Agreement* to be signed by parents or guardians and the student. Proper use and care of the equipment will be included in the agreement, as well as safe and responsible use of the Internet and the district's digital resources. The current *Responsible Use Policy* form will be referenced in the *Technology Lending Agreement,* and a statement verifying that the student has demonstrated grade level mastery of the Digital Citizenship strand of the TEKS will be included in the agreement.

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